

SCHOHARIE COUNTY CLASSIFICATION SPECIFICATION

Class Title: **SCHOOL BUS DRIVER-AUTOMOTIVE MECHANIC**

Jurisdictional Class: **Non-Competitive**

Date Adopted: **March 22, 1999**

Date Revised: **02/06**

Jurisdictions: **Schools**

Union Status:

Pay Grade: **Varies**

DISTINGUISHING FEATURES OF THE CLASS: A School Bus Driver-Automotive Mechanic operates a school bus and repairs, adjusts and maintains gasoline and diesel automotive equipment, school buses and machinery under general supervision. When operating a school bus, is responsible for the safety and conduct of passengers. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

WHEN WORKING AS A SCHOOL BUS DRIVER:

Operates a school bus on an assigned route or special run;
Performs pre-trip and post-trip bus inspections;
Instructs pupils in bus and highway safety;
Conducts bus exit and accident drills;
Maintains order and discipline among passengers;
Reports defects in equipment and misbehavior of passengers;
Prepares records of trips and incidents;
Cleans interior and exterior of school bus.

WHEN WORKING AS A MECHANIC:

Repairs ignition systems, transmissions, brake and exhaust systems, clutches, motors, bodies and axles;
Adjusts connecting rods, bearings, steering mechanisms and mechanical sub-systems;
Greases vehicles and changes oil, filters, tires, belts and hoses;
Aligns wheels, tunes engines, sets timing;
Makes minor welding repairs;
May inspect automotive equipment to determine whether repairs or maintenance are needed;
May be responsible for parts inventory and purchasing.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of standard automotive maintenance and repair methods, tools and terminology; ability to weld and to understand and follow technical maintenance and repair instructions and manuals.

MINIMUM QUALIFICATIONS:

- (A) Associate degree in automotive repair or a closely related field **AND** two (2) years of experience as an automotive mechanic, **OR**
- (B) High school diploma or equivalency **AND** completion of a one-year certificate program in automotive repair or mechanics from a recognized traders school **AND** three (3) years of experience as an automotive mechanic, **OR**

Last Reviewed: n/a
Last Updated: 02/06
Reviewed By: n/a
Last Reallocated: n/a

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(C) High school diploma from a BOCES automotive repair program **AND** three (3) years of experience as an automotive mechanic, **OR**

(D) High school diploma or equivalency and four (4) years of experience as an auto mechanic.

NOTE: Part-time employment can be pro-rated to count towards fulltime. Example: six (6) months PT equals three (3) months FT and a higher level of education can be pro-rated for experience up to a year.

SPECIAL REQUIREMENTS:

1. NYS Commercial Driver's License (CDL) at the time of appointment with an endorsement of "S" (school bus); and
2. Must meet all other state and federal requirements for the operation of a school bus.